



SERVICES AND FEES SCHEDULE 2024

Schedule "A"

The Corporation of the County of Lambton
2024 Services and Fees

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Building Services Department

SERVICE	FEE
<p><u>Lambton County Member Municipalities</u></p> <p>Building Inspection and By-Law Enforcement Chargeable Rate</p>	<p style="text-align: center;">\$70.00 per hour*</p> <p style="text-align: center;">Plus the mileage rate as set by County Council, as amended from time to time.</p>
<p><u>Municipalities Outside Lambton County</u></p> <p>Building Inspection and By-Law Enforcement Chargeable Rate</p> <p>Plus a Stand-by Fee</p>	<p style="text-align: center;">\$90.00 per hours*</p> <p style="text-align: center;">Plus mileage rate as set by County Council, as amended from time to time</p> <p style="text-align: center;">\$500.00 per week</p>
<p><u>Special and Extra Inspections</u></p> <p>Chargeable Rate</p> <p>Due to faulty or defective work, or because of the work not being ready for inspection.</p> <p>This rate is applicable for each inspection after the second scheduled inspection.</p> <p>Rate is applicable for the administration and the enforcement of all building, septic, plumbing, and By-Law matters.</p>	<p style="text-align: center;">Chargeable Rate per hour plus the mileage rate as set by County Council, as amended from time to time.</p>

**Chargeable rates in effect are subject to change at any time upon Council adopting a By-Law approving new rates. Rates are generally reviewed and revised in July of each year.*

Building Services Department

SERVICE	FEE
<u>Permits for Private Sewage Systems under Ontario Building Code 2006 Part 8:</u>	
Class 2: Leaching Pit System	\$150.00
Class 3: Cesspool System	\$150.00
Class 4: Leaching Bed System (Entire System)	\$500.00
Septic Tank Replacement Only	\$250.00
Leaching Bed Replacement Only	\$250.00
Class 5: A Holding Tank System	\$500.00
<u>Septic Administration:</u>	
File Searches	\$75.00
Sewage System Assessments (to evaluate proposals to re-use existing septic systems in connection with new connection)	\$75.00
<u>Septic reviews for applications made under the Land Use Planning & Protection Act:</u>	
Severances (per lot)	\$75.00
Subdivisions and multi-lot (more than three) severances	\$300.00
Minor Variances (per application)	\$75.00
Official Plan Amendments & Rezoning	\$75.00

Building Services Department Plumbing Permit Schedule of Fees

SERVICE	FEE PER UNIT
Basic Fee	\$70.00 each
Number of Dwelling Units	\$35.00 each
Fixtures	\$ 8.00 each
Soil vent stacks	\$35.00 each
Catch Basins	\$19.00 each
R.W.L.	\$ 7.00 each
Sanitary Lateral	\$35.00 each
Rate per linear metre (in excess of 90 metre)	\$ 1.50 per metre
Storm Lateral	\$35.00 each
Rate per linear metre (in excess of 90 metre)	\$ 1.50 per metre
Water lines	\$35.00 each
Rate per linear metre (in excess of 90 metre)	\$ 1.50 per metre
Fire Service Main	\$ 1.50 per metre
Oil Interceptor	\$35.00 each
Backflow Preventor	\$35.00 each

- The basic fee shall be charged for any work that requires a permit.
- Where the owner or his agent makes application for a special inspection of any plumbing, drainage or water system work which is not a routine inspection, the applicant shall pay for the services of the Inspector per hour and cost of mileage incurred at the current rates as set by Lambton County Council, as amended, from time to time.
- For extra inspections made necessary because of faulty or defective work or because of the work not being ready for inspection, for each inspection after the second inspection, the applicant shall pay for the services of the Inspector per hour and cost of mileage incurred at the current rates as set by Lambton County Council, as amended, from time to time.
- An additional recovery fee applies to all commercial and/or industrial applications. Waterlines, storm and sanitary laterals exceeding 90 linear metres in length shall be subject to \$1.50 per linear metre when the base criteria has been exceeded and is applicable to each individual. Fire service mains in their entirety will be subject to \$1.50 per metre.

Court Services Department

SERVICE	FEE
NSF Fees¹	\$30.00 per cheque
Credit Card Chargeback Fee	\$15.00
Digital Records on CD a) Single Day Recording b) Multiple Day Recordings	\$22.00 per case \$22.00 per case for the first day requested. \$10.50 for each additional day ordered for the same case.
Transcript Fees – Paper Format a) Transcription of First Copy	\$7.10 per page for a certified original (Electronic copy provided at no extra charge if requested at the same time as the hardcopy original)
b) Expedite (Within 5 business days)	\$9.60 per page for a certified original (Electronic copy provided at no extra charge if requested at the same time as the hardcopy original)
c) Daily (Within 24 hours)	\$12.55 per page for a certified original (Electronic copy provided at no extra charge if requested at the same time as the hard copy original)
d) Reproduction - Electronic (Orders placed subsequent to the original)	\$25.00 per transcript

¹ Unless otherwise noted, all cheques returned to The Corporation of the County of Lambton (to all Divisions and Departments) on account of insufficient funds shall be subject to an NSF charge of \$30.00.

Court Services Department

Service	Fee
e) Reproduction - Paper (Orders placed subsequent to the original)	\$0.80 per page for a certified hardcopy <i>(Electronic copy provided at no extra charge if requested at the same time as the hardcopy)</i>
f) Minimum Fee	\$25.00 per transcript
Transcript Fees – Electronic Format	
a) Transcription of First Copy	\$6.30 per page for a certified original
b) Expedite (Within 5 business days)	\$8.80 per page for a certified original
c) Daily (Within 24 hours)	\$11.75 per page for a certified original
d) Reproduction - Electronic (Orders placed subsequent to the original)	\$25.00 per transcript
e) Reproduction - Electronic (Orders placed at the same time of the request of the original)	No charge
Access Card Replacement	\$30.00
Tax Rolling of Fine / Civil Enforcement Fee / Delinquent Fine Collection	\$25.00

Court Services Department

Collection Fees on Delinquent, Defaulted and/or Unpaid Fine(s)
As per Schedule "A" of By-Law 21 of 2011 (amended by By-Law 39 of 2019)

Name	Consumer Accounts			Commercial Accounts		
	1st	2nd	3rd	1st	2nd	3rd
Credit Bureau Services	12.00%	17.50%	29.50%	12.00%	17.50%	29.50%
CBV Collection Services	14.50%	21.50%	36.25%	14.75%	27.50%	44.00%
EOS	15.00%	21.00%	30.00%	15.00%	21.00%	30.00%
Partners in Credit	13.00%	22.00%	30.00%	13.00%	22.00%	30.00%
Credit Bureau of Canada Collection	13.00%	24.00%	37.00%	13.00%	24.00%	37.00%
Commercial Credit Adjusters	15.00%	23.00%	33.00%	13.00%	23.00%	33.00%

Cultural Services Division

SERVICE	FEE
<u>Lambton Heritage Museum and Oil Museum of Canada</u> Admission Adults \$ 5.00 Seniors and Students \$ 4.00 Children \$ 3.00 Family \$15.00 Organized Tour through Company or Guide - 10% discount	
Memberships Individual \$ 20.00/year Family \$ 30.00/year Employees of the County of Lambton \$15.00/year	
Copy Fees Photocopies (black and white) \$0.50/copy Photocopies (colour) \$0.75/copy Digital Copies \$5.00/image	
Publication Fee for Image Use For Profit \$200.00/image Not for Profit \$10.00/image	
Education Programs School program, on site (per child) Admission fee + Material cost recovery General public, on site (per participant) Admission fee + Material cost recovery	
Education Outreach In-Person Outreach (within Lambton County) Material cost recovery Traveling Trunk \$15.00	
Rentals - Lambton Heritage Museum (regular business hours) Cameron Church \$250.00/event Meeting Room \$40.00/event Kitchen \$40.00/event Multi-use Space \$100.00/event Picnic Shelter \$40.00/event After-Hours Staff Facilitation Fee (per staff member) \$45.00/hour In House Refreshments Material cost recovery Photo Shoot Fee \$100.00/sitting	

SERVICE	FEE
<u>Rentals – Oil Museum of Canada (regular business hours)</u>	
Theatre Pavilion Rental Meeting Room After-Hours – Staff Facilitation Fee (per staff member) In House Refreshments Photo Shoot Fee	\$40.00/event \$40.00/event \$40.00/event \$45.00/event Cost Recovery \$100.00/sitting
<u>Lambton Heritage Museum Craft Sale Booth Fees</u>	
Outdoor Space Indoor Space Table Rental Fee Hydro Access Fee NSF Fee	\$175.00 \$225.00 \$10.00/table \$10.00/booth \$30.00
<u>Lambton County Archives</u>	
Admission	\$5.00
Memberships	
Individual Family Group/Society Employees of the County of Lambton	\$25.00/year \$40.00/year \$25.00/year + \$5.00 per member \$15.00/year
Member Fees	
Photocopies (black &white) Photocopies (colour) Microfilm Paper Copies Microfilm Digital Copies Research	\$0.15/copy \$0.25/copy \$0.25/copy \$0.15/copy 1st hour free \$20.00/hour after
Photo Scans Obituary Look Up Land Instrument Lookup	\$5.00/image \$5.00 \$5.00
Non-Member Fees	
Photocopies (black and white) Photocopies (colour) Microfilm Paper Copies Microfilm Digital Copies Research Photo Scans Obituary Look Up Land Instrument Lookup	\$0.50/copy \$0.75/copy \$0.50/copy \$0.25/copy \$30.00/hour \$5.00/image \$5.00 \$5.00

SERVICE	FEE
Publication Fee for Image Use	
For Profit	\$200.00/image
Not for Profit	\$10.00/image
NSF Fee	\$30.00
USB Purchase	\$7.00

Cultural Services Division

Service	Fee
<u>Judith & Norman Alix Art Gallery (JNAAG)</u>	
Memberships	\$20.00/ 1 year \$35.00/ 2 years
Individual	
Seniors/Students	\$15.00/ 1 year \$25.00/ 2 Years
Couple	\$25.00/ 1 Year \$45.00/ 2 Years
Family	\$30.00/ 1 Year \$55.00/ 2 Years
Employees of The Corporation of the County of Lambton	\$15.00/ 1 Year 25.00/ 2 Year
Enhanced Level Memberships	
AJ Casson	\$100.00 (tax included)
Emily Carr	\$250.00 (tax excluded)
Tom Thomson	\$500.00 (tax excluded)
Contributors Circle	\$1,000.00 (tax excluded)
Educational Tour Groups	
School group, on site- per participant	Material cost recovery
General public, on site (per participant)	Material cost recovery
Education Outreach	
In-Person Outreach (within Lambton County)	Material cost recovery
Rentals (regular business hours)	
Norman Gurd Room	\$250.00/ event
Lecture Theatre	\$250.00/ event
After-Hours Staff Facilitation Fee (per staff person)	\$45.00/hour
In-House Refreshments	Material cost recovery
Photo Shoot Fee	\$100.00/sitting + any applicable artist fees

Cultural Services Division

SERVICE	FEE
Adult Art Classes Image Reproduction Fee Administration Fee- Art Loans to Other Galleries	Material cost recovery \$175.00 \$150.00
<u>Lambton County Library</u>	
Room Rentals	
Sarnia Library Theatre Rental Rate	\$20.00 per hour
Piano Practice Rental Rate	\$10.00 per hour
Sarnia Library Meeting Rooms	
East Room	\$10.00 per hour
West Room	\$10.00 per hour
After-Hours Fees	
Staff Facilitation Fee	\$45.00 per hour
Technician Fee	\$45.00 per hour
Facility Damage and/or Cleaning Fee	Billed based on actual repair/service costs
Laundry Fees	\$8 each + HST
Piano Tuning Fees	Billed based on actual tuning costs
Promotional Materials	
Library Bags	\$6.00 each
Mugs	\$10.00 each

Cultural Services Division

SERVICE	FEE
<u>Other Services</u>	
Replacement/Duplicate Library Card	\$2.00 each
Non-Resident Library Card	\$50.00 bi-annually
Thumb Drives	\$5.00 each
Ear Buds	\$2.00/pair
Exam Proctoring Service	\$100.00 per exam
Copying (Copier/Computer) - Black & White	\$0.25 per sheet of paper
Copying (Copier/Computer) - Colour	\$0.25 per sheet of paper
Copying (from Microfilm)	\$0.25 per sheet of paper
Interlibrary Loan Fine or Fee	Based on lending library's requirements
Interlibrary Loan Non-pickup Fee	\$10 per item
Program/Activities Fee	Based on cost recovery plus disbursement
Processing Charge - for material repairs	\$5.00 each
NSF Fee	\$30.00 per cheque
Collection Agency Referral Fee	\$25.00 per referral
<u>Makerspace</u>	
3D Printing	\$1.00 plus \$0.25 per gram
Book Binding	\$1.00
Button Maker	\$0.25
Photo Printing (per print)	\$1.00
CDs and DVDs	\$1.00
<u>Lost or Damaged Materials</u>	
Adult Book (including Hardcover books, Trade Paper Softcover books, and Adult Graphic Novels)	\$40.00
Young Adult (YA) Book (including YA Graphic Novels)	\$25.00
Children's Book	\$12.00
Mass-Market Paperback Book	\$10.00
VOX Book	\$50.00
Wonderbook	\$50.00
Audio Book	\$50.00
Chromebook	\$300.00
CD/DVD/Blu-Ray Disc	\$30.00
Magazine/Periodical	\$10.00
Playaways/ Theme Kits/Launch Pads	\$100.00

SERVICE	FEE
Book Club Kits	\$300.00
<ul style="list-style-type: none"> • For single missing book 	\$40.00
Video Games	\$60.00
E-Readers/Tablets	\$100.00 - \$300.00
Snowshoes	\$100.00
Ontario Parks Day-Use Lending Permit	\$120.00
GPS Units	\$100.00
Pedometers	\$30.00
Pedometer Sets	\$240.00 per set
<ul style="list-style-type: none"> • Individual Unit 	\$30.00
Daisy Readers	\$455.00
Physical Literacy Kit	\$300.00
<ul style="list-style-type: none"> • For books only 	\$100.00
Walking Poles	\$40.00/set (cost replacement)
Walking Pole Accessories (Rubber Tips and Baskets)	\$10 / set
Binoculars	\$100.00/set (cost replacement)
Fishing Kit	\$60.00 / kit
Fishing Rod	\$40.00 / rod
Tackle Box	\$20.00 / box
Tool Kit	\$200.00 / kit
Individual tools	\$20.00 / tool
Sports Kit	\$100.00 / kit
Telescope	\$200.00
Projector	\$500.00
Radon Kit	\$200.00 / kit
Wi-Fi Hotspot	\$175.00
Yoto Player	\$150.00
Yoto Audio Card	\$15.00 / card

Homelessness Prevention and Children's Services Department

SERVICE	FEE
<u>Circles Licencing</u> Annual Licence	\$2,500 per year + \$2,400 Data System Fee + HST Annual Data System User Fee - \$3/per survey + HST

Ontario Works Department

SERVICE	FEE
File Reproduction and/or File Search	\$30.00 per hour \$0.50 per page

Housing Services Department

SERVICE	FEE
Fees	Dollar amount or method by which they are calculated.
Rent	30% of gross monthly income up to full market rent or per Social Assistance Scales established by the Ministry of Municipal Affairs and Housing.
Utility Charge	When the utilities for rental units are paid by the Service Manager the tenant's rent is increased by charges established by the Ministry of Municipal Affairs and Housing. Utility charges vary by the size and type of unit.
Maintenance Charges	Full cost recovery.
NSF Fee	Full cost recovery.
Fire and Water Damage	Full cost recovery of all costs incurred for fire or water damage up to the full amount of the deductible may be charged back to the tenant.
Television Antenna Charge	Where a television antenna is supplied, the tenant's rent is increased by \$1.00 per month.
Air Conditioning Charge	Where the cost of hydro is paid by the Service Manager, the tenant is charged \$5.00 per month for each air-conditioning unit.
Legal Fees	Full cost recovery.
Parking Fees	Each tenant receives one parking space based on availability. \$10.00 per month is charged for each additional non-designated parking space.
Laundry	Based on 3 rd party vendor rates.
File Reproduction and/or File Search	\$30.00 per hour \$0.50 per page

Note: fees charged by The Corporation of the County of Lambton are subject to all applicable provincial and federal goods, services and sales tax.

Human Resources Department

SERVICE	FEE
File Reproduction and/or File Search	\$30.00 per hour \$0.50 per page
Professional Services (provided pursuant to local tier municipalities and related organizations services agreement.)	\$95.00 per hour

Information Technology Department

SERVICE	FEE
Orthophotography Data Colour Orthophotography tiles (1km x 1km geotiffs)	\$50 per tile \$50 Administration fee (if requesting 5 tiles or less) \$2 Digital Media charge Shipping & Handling (if required)
Parcel Fabric	\$0.30/parcel plus \$50 administration fee for any parcel request, \$2.00 media charge, Shipping and Handling (if required)
IT Support Related Services	\$95.00 per hour + expenses (full cost recovery)

Legal Services/Clerk's Department

SERVICE	FEE
Prosecutorial Services of Municipal By-Laws	\$95.00 per hour
Professional Legal Services (provided pursuant to service agreement)	\$150.00 per hour
Freedom of Information (FOI) Requests FOI Photocopies and Printouts FOI CD-ROMs FOI Manual Record Searches FOI Record Preparation/Severance FOI Record Production (Machine-Readable Only)	Fees as per Provincial Legislation \$5.00 \$0.20 per page \$10.00 per disc \$7.50 for each 15 minutes spent by any person \$7.50 for each 15 minutes spent by any person \$15.00 for each 15 minutes spent by any person

Long-Term Care Division

SERVICE	FEE
<u>Room Rentals (All Long-Term Care Homes)</u>	
Small Meeting Room and Staff Training Room	\$25.00
Auditorium, Basement Library and Education Room	\$50.00
Funeral Homes (Auditorium, Chapel, Lobby, Labour)	\$150.00 per funeral
Kitchen Off Auditorium/Dishes and Clean up	\$25.00
Tablecloth Rental	\$2.00 per unit
<u>Meals on Wheels</u>	
Packaged Complete Meal	\$9.50
Packaged Entrée	\$7.50
Packaged Soup/Salad/Dessert	\$2.00
Staff Meal	Soup \$2.00, Entrée \$4.00
Volunteer Meal	\$4.00
Visitor Meal (with Resident)	\$9.00
Sunday Supper and Holidays (Easter, Thanksgiving, Christmas, Mother's Day etc.)	\$12.00
<i>Special Occasions (by invitation) may vary. For groups of 3 or more please contact the Nutrition Supervisor for meal pricing.</i>	
<u>Meetings/Conferences</u>	
Morning meeting - muffin/pastry, fruit or cheese, juices, water, coffee & tea	\$6.50 per person
Luncheon - Entrée Beverage, Dessert, Coffee & Tea	\$8.50 per person
Afternoon Meeting - Squares/Cookies, Fruit, or Cheese & Crackers & Fruit, and Beverages	\$6.50 per person
Full Day - Morning, Lunch, Afternoon	\$16.00 per person
Diners Club	\$12.00 per meal

Office of the CAO

SERVICE	FEE
Souvenirs (Plus HST) Lapel Pins (Crest) Lapel Pins (Logo) Flags County of Lambton	\$ 0.38 \$ 0.33 \$52.41

Planning and Development Services Department

SERVICE	FEE
Official Plan Amendment <i>(For greater certainty, any and all costs associated with peer review and/or consulting reports required by the County of Lambton in relation to the subject matter of an official plan amendment application processed pursuant to pursuant to s. 22 of the Planning Act, R.S.O. 1990, c. P.13 shall be the sole and exclusive responsibility of the applicant.)</i>	\$4,000.00 (County) \$600.00 (local Municipality Official Plan)
Zoning By-Law Amendment	\$425.00
Zoning Compliance Letter (with or without survey)	\$75.00
Application for Exemption to Clear Woodlands	\$1,250.00
Extension for Approved Exemption Permit	\$175.00
Notice of Intents/Goods Forestry Practice Cuts	\$75.00
Application for Minor Exemption Requests (Under Section 3)	\$275.00
Changes to a Provisional Consent and reactivation of a Lapsed Plan of Subdivision	\$250.00
Plan of Subdivision/Condominium Application 0 - 20 lots	\$3,500.00
Plan of Subdivision/Condominium Application 21 - 50 lots	\$4,500.00
Plan of Subdivision/Condominium Applications 50 + lots	\$6,500.00
Plan of Condominium Conversion Applications	\$2,000.00
Exemption request for Condominium/Condominium Conversion	\$750.00
Plan of Subdivision/Part Lot Control	\$750.00
Plan of Subdivision/Condominium Extension to Draft Plan Approval	\$250.00
Plan of Subdivision/Condominium Re-Submission of Lapsed draft Plan Approval	50% of current Plan of Subdivision/Condominium Application Fee
Peer Review Study <i>Where a planning application for either the County or a lower-tier municipality receiving planning services from the County, requires a peer review of a study, the cost of that peer review will be borne by the applicant.</i>	Cost Recovery

Procurement & Project Management Department

SERVICE	FEE
*Electric Vehicle Charging Stations County Administration Building, Wyoming	\$1.91 per hour \$2.00 per hour
<u>Lambton Shared Services Centre - Room Rentals</u>	
Computer Lab	\$215.00 per day or \$77.00 per hour
Meeting Room (small)	\$115.00 per day or \$21.00 per hour
Meeting Room (large)	\$165.00 per day or \$36.00 per hour
Boardroom	\$115.00 per day or \$21.00 per hour
<i>Rooms are available Monday-Friday from 8:30 a.m. - 4:30 p.m. Access to rooms outside these hours is a rate of \$75.00/hour.</i>	

* A charge of \$1.91 per hour (billed by the second) at all charging stations except that located at the County Administration Building in Wyoming, where a flat rate charge of \$2.00 per hour applies.

Public Works Department

SERVICE	FEE
Pipeline Crossings (private)	See Schedule "A" By-Law 13 of 2008
Tipping Fees	\$50.00 per metric tonne or \$18.00 per cubic yard
Tires (passenger car, pickup)	\$2.50 per tire (rim off) \$5.00 per tire (rim on)
Sign Permit	\$100.00
Entrance Permit	\$25.00
Cost recovery for damages to public property caused during collision	Actual Cost
MOVING PERMITS	
Oversize loads under 3.75 meters wide	\$75.00
Oversize loads over 3.75 meters wide	\$300.00
Overweight loads under 3.75 meters wide	\$150.00
Overweight loads over 3.75 meters wide	\$750.00
Annual Oversize Loads	\$400.00, plus \$40.00 for each additional permit to the same company

Public Health Services Division

SERVICE	FEE
<u>Emergency Medical Services Department</u>	
Special Events Coverage (Agreements) Four (4) hour minimum	
<ul style="list-style-type: none"> • One (1) Ambulance, Two (2) Paramedics • One (1) Supervisor 	\$170.00 per hour \$ 90.00 per hour
Provision of Ambulance Call Report Record with Signed Authorization	\$150.00

Public Health Services Division

SERVICE	FEE
<u>Lambton Public Health</u>	
Property File Search	\$75.00
Other: File Reproduction and/or Search	\$30.00 per hour \$ 0.50 per page
Food Handler Certification Course (Classroom/Home Study)	\$40.00 includes HST
Food Handler Certification Course (Exam only)	\$10.00 includes HST
Public Pool Operators Course	\$20.00 includes HST
Third Party TB Skin Test	\$20.00
Phlebotomy for IGRA Test (TB Test)	\$90.00 includes HST
Travel Clinic - Consultation Fee	\$35.00
Immunization Clinic – Vaccine Administration fee (excludes publicly funded vaccines)	\$20.00 + vaccine cost
Refrigerator Thermometers	\$40.25
Prenatal Classes** <i>(**Prenatal Class Fees may be reduced or waived upon request.)</i>	\$75.00 includes HST
Birth Control Patch (EVRA)	\$15.00 per package
Contraceptive foam	\$7.00 per package
I.U.D.	\$60.00 - \$85.00 each
Nuva Ring	\$12.00 per package
Oral contraceptives	\$10.00 per pack
Plan B (E.C.P.)	\$10.00 per occasion
Sexual Health - Comprehensive Elementary Education Course	\$300.00 per course

NOTE: All fees quoted herein are subject to applicable H.S.T. unless otherwise expressly stated.